


INVITATION TO BID STATE OF LOUISIANA SECRETARY OF STATE		BIDS WILL BE PUBLICLY OPENED: MAY 12, 2010 10:00 AM PURCHASING AGENCY NO. : 139001
=====> VENDOR NO. : SOLICITATION : 2238997 FILE NO. : OPENING DATE : 05/12/10 <div style="border: 1px solid black; height: 80px; width: 100%; margin-top: 10px;"></div> <div style="position: absolute; top: 0; left: 0; width: 100%; height: 100%; background-color: white; border: 1px solid black; display: flex; align-items: center; justify-content: center;"> =====> VENDOR NAME AND ADDRESS </div> <div style="border: 1px solid black; padding: 10px; text-align: center;"> FILL IN VENDOR NUMBER (FEIN), NAME AND ADDRESS ABOVE, BEFORE SUBMITTING BID. </div>		SEE NO. 8 BELOW. RETURN BID TO <div style="text-align: right; margin-right: 50px;">10:00 AM</div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> 2238997 05/12/10 </div> <div style="font-family: monospace;"> BUYER : GREGORY H. ROGERS BUYER PHONE : (225) 922-3058 DATE ISSUED : 04/28/10 REQ. AGENCY : 139001 SECRETARY OF STATE : 14230 AGENCY REQ. NO. : 1330699 ISIS REQ. NO. : VENDOR PHONE : FISCAL YEAR : 11 CLASS/SUBCLASS : 20072 SCHEDULED BEGIN DATE : 00/00/00 SCHEDULED END DATE : 00/00/00 T-NUMBER : </div> <div style="text-align: right; margin-top: 10px;">FOLD HERE--></div>
<i>SOS/ POLICE OFFICER UNIFORMS</i>		
TO BE COMPLETED BY VENDOR		
1. _____ PLEASE REMOVE FROM THIS COMMODITY CODE. 2. _____ DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIPT OF ORDER. 3. _____ % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRTY (30) DAYS. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. ON INDEFINITE QUANTITY TERM CONTRACTS, CASH DISCOUNTS WILL BE ACCEPTED AND TAKEN BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. 4. _____ BID BOND ATTACHED, _____ CERTIFIED CHECK ATTACHED, _____ OTHER, IF REQUIRED. 5. _____ BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESULTING ORDER OR CONTRACT).		
INSTRUCTIONS TO BIDDERS		
1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS. 2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER. 3. THIS BID IS TO BE MANUALLY SIGNED IN INK. FOLD HERE--> 4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER. 5. AMOUNT OF BID BOND REQUIRED: _____ N/A _____ . 6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED. _____ OR _____ 0% _____ OF BID. 7. DESIRED DELIVERY: _____ 030DAYS ARO 8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE. 9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION. 10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.		
VENDOR PHONE NUMBER: FAX NUMBER:	TITLE	DATE
SIGNATURE OF AUTHORIZED BIDDER - SEE NO. 30, PAGE 3. (MUST BE SIGNED)	NAME OF BIDDER (TYPED OR PRINTED)	

STANDARD TERMS & CONDITIONS		INVITATION TO BID	
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<p>11 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.</p> <p>12. CONFERENCE: NA NA NA</p> <p>13. BID FORMS. ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:</p> <ul style="list-style-type: none">A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND;B. BID FILLED OUT IN PENCIL; ANDC. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS. <p>BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID.</p> <p>14. STANDARDS OF QUALITY. ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.</p> <p>15. DESCRIPTIVE INFORMATION. BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.</p> <p>16. BID OPENING. BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.</p> <p>17. AWARDS. THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.</p> <p>18. PRICES . UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.</p> <p>19. DELIVERIES. BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.</p> <p>20. TAXES. VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.</p>			

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<p>21. NEW PRODUCTS.</p> <p>UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.</p> <p>22. CONTRACT RENEWALS.</p> <p>UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.</p> <p>23. CONTRACT CANCELLATION.</p> <p>THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.</p> <p>24. DEFAULT OF CONTRACTOR.</p> <p>FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.</p> <p>25. ORDER OF PRIORITY.</p> <p>IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.</p> <p>26. APPLICABLE LAW.</p> <p>ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.</p> <p>27. COMPLIANCE WITH CIVIL RIGHTS LAWS.</p> <p>BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.</p> <p>28. SPECIAL ACCOMMODATION.</p> <p>ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.</p> <p>29. INDEMNITY.</p> <p>CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.</p> <p>30. SIGNATURE AUTHORITY.</p> <p>IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:</p> <ol style="list-style-type: none"> 1. A CURRENT CORPORATE OFFICER, PARTNERSHIP MEMBER OR OTHER INDIVIDUAL SPECIFICALLY AUTHORIZED TO SUBMIT A BID AS REFLECTED IN THE APPROPRIATE RECORDS ON FILE WITH THE SECRETARY OF STATE; OR 2. AN INDIVIDUAL AUTHORIZED TO BIND THE VENDOR AS REFLECTED BY A CORPORATE RESOLUTION, CERTIFICATE OR AFFIDAVIT; OR 3. OTHER DOCUMENTS INDICATING AUTHORITY WHICH ARE ACCEPTABLE TO THE PUBLIC ENTITY. 			

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ALL PAGES OF THIS SOLICITATION MUST BE RETURNED. FAILURE TO RETURN ALL PAGES MAY BE CONSTRUED AS A COUNTER-OFFER, AND MAY CAUSE BID TO BE REJECTED.

2

QUOTES MAY BE FAXED OR EMAILED FOR THIS SOLICITATION.

FAX TO:
225-922-1075 ATTN: GREG ROGERS

EMAIL TO:
GREG.ROGERS@SOS.LOUISIANA.GOV
(NOTE: TO EMAIL QUOTE YOU MUST PRINT OUT SOLICITATION, FILL OUT & SIGN, AND THEN SCAN AND ATTACH TO YOUR EMAIL.)

3

SITE ADDRESS:
FOR ALL LA. DEPARTMENT OF STATE SITES IN BATON ROUGE, LOUISIANA

POINT OF CONTACT:
FRED GWIN, DIRECTOR OF SECURITY, LA. DEPT. OF STATE, 8585 ARCHIVES AVENUE, BATON ROUGE, 225-922-2880

THESE SPECIFICATION ARE TO PROVIDE POLICE OFFICER UNIFORMS AND RELATED GEAR FOR THE IN-HOUSE SECURITY FORCE OF THE DEPARTMENT.

CONTRACTOR QUALIFICATIONS:
THE CONTRACTOR MUST BE AN ESTABLISHED BUSINESS HAVING AT LEAST FIVE (5) YEARS SATISFACTORY EXPERIENCE IN THE FULL-TIME BUSINESS OF SELLING AND DISTRIBUTING UNIFORM TYPE WEARING APPAREL. CONTRACTOR MUST HAVE A GOOD TRACK RECORD FREE OF COMPLIANTS WITH THE BETTER BUSINESS BUREAU AND THE OFFICE OF STATE PURCHASING. IF THE CONTRACTOR IS NOT LOCATED IN EAST BATON ROUGE PARISH, THE CONTRACTOR WILL BE REQUIRED TO COME TO OUR SITES TO MEASURE AND FIT OFFICERS FOR UNIFORMS AND REPLACEMENT GEAR THROUGHOUT THE DURATION OF THE CONTRACT. VENDOR MUST RESOLVE ANY UNIFORM ISSUES AFTER INITIAL DELIVERY, ON-SITE WITHIN ONE BUSINESS DAY OF NOTIFICATION OF A PROBLEM.

EACH BIDDER SHOULD ATTACH AN ORGANIZATION PROFILE OF THEIR COMPANY; HOWEVER, IT MUST BE SUBMITTED PRIOR TO AWARD. THIS DESCRIPTION IS TO INCLUDE, BUT IS NOT LIMITED TO THE FOLLOWING INFORMATION.

- 1) THE YEAR THE COMPANY WAS FORMED.
- 2) TOTAL NUMBER OF YEARS OF COMPANY EXPERIENCE IN SELLING AND DISTRIBUTING UNIFORM TYPE WEARING APPAREL.
- 3) TOTAL NUMBER OF SALES/SERVICE EMPLOYEES EMPLOYED WITH THE COMPANY.
- 4) TOTAL NUMBER OF BUSINESSES AND/OR COMPARABLE FACILITIES UNDER CONTRACT FOR UNIFORM WEARING APPAREL.

THE CONTRACTOR WILL PROCURE INSURANCE AS PER ATTACHED INSURANCE REQUIREMENTS, AND SHALL SHOW EVIDENCE OF SUCH INSURANCE IN THE FORM OF CERTIFICATED OF INSURANCE PRIOR TO CONTRACT AWARD. THE COST OF SUCH INSURANCE SHALL BE INCLUDED IN THE CONTRACTORS FINAL BID PRICE.

THE CONTRACTOR SHALL NOT ALLOW ANY PERSON THAT IS NOT ON THE

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CONTRACTOR'S PAYROLL IN THE FACILITY AT ANY TIME.

THE CONTRACTOR WILL HOLD AND SAVE THE AGENCY, ITS OFFICERS, AGENTS AND EMPLOYEES HARMLESS FROM LIABILITY OF ANY NATURE OR KIND, INCLUDING COST AND EXPENSES FOR, OR ANY ACCOUNT OF, ANY LAWSUIT OR DAMAGES OF ANY CHARACTER WHATSOEVER RESULTING FROM INJURIES OR DAMAGES SUSTAINED BY ANY PERSON OR PERSONS OR PROPERTY BY VIRTUE OF PERFORMANCE OF THIS CONTRACT BY THE CONTRACTOR OR ITS AGENTS.

CONTRACTOR SHALL CONTRACT FOR SERVICES AND EMPLOYMENT IN HIS FIRM'S NAME ONLY, AND WILL NOT IMPLICATE THE AGENCY DIRECTLY OR BY INFERENCE IN THESE TRANSACTIONS. THE CONTRACTOR IS TO BE IN ALL RESPECTS AN INDEPENDENT CONTRACTOR, AND NONE OF HIS EMPLOYEES ARE TO BE REGARDED AS EMPLOYEES OF THE AGENCY.

THE CONTRACT IS NOT TO BE ASSIGNED OR TRANSFERRED BY THE CONTRACTOR TO ANY SUBCONTRACTOR OR ANY OTHER PARTY DURING THE TERM OF THE CONTRACT UNLESS APPROVAL IS RECEIVED BY THE OFFICE OF STATE PURCHASING

THE TERMS AND CONDITIONS OF THIS CONTRACT CANNOT BE CHANGED, ALTERED, OR MODIFIED IN ANY WAY WITHOUT THE ADVANCE WRITTEN APPROVAL FROM THE AGENCY. IF BECAUSE OF REASONS BEYOND THE CONTROL OF THE AGENCY (E.G. FIRE), BUSINESS OPERATIONS IN ANY OR ALL OF THE FACILITIES IS DISCONTINUED OR STOPPED, THE AGENCY SHALL HAVE THE RIGHT TO TERMINATE THIS CONTRACT UPON TEN (10) DAYS WRITTEN NOTICE WITHOUT ANY PENALTY.

THE CONTRACTOR SHALL PURCHASE ALL LICENSES NECESSARY FOR THE CONDUCT OF THESE OPERATION AND PAY ALL APPLICABLE LOCAL, STATE & FEDERAL TAXES

GENERAL CONTRACT SPECIFICATIONS:

TO PROVIDE POLICE OFFICER UNIFORMS AND RELATED GEAR IN ACCORDANCE WITH WHAT IS ALREADY DESIGNED AND APPROVED FOR USE BY THE IN-HOUSE SECURITY STAFF AS INDICATED AND IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS

- CONTRACT TO COVER PERIOD OF 12 MONTHS BEGINNING JULY 1, 2010 AND ENDING JUNE 30, 2011
- THIS AGREEMENT SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.
- CONTRACTOR GRANTS TO THE LEGISLATIVE AUDITOR OF THE STATE OF LOUISIANA AND/OR THE SECRETARY OF STATE THE OPTION OF AUDITING ALL RECORDS OF THE CONTRACTOR PERTINENT TO THIS CONTRACT.
- PAYMENT WILL BE MADE UPON RECEIPT OF INVOICE FROM THE CONTRACTOR FOR THE PRIOR MONTHS SERVICE.
- CONTRACTOR SHOULD FURNISH THE AGENCY WITH NO LESS THAN THREE (3) REFERENCES OF EMPLOYERS WITH WHICH THE CONTRACTOR HAS OR HAD PROVIDED SIMILAR SERVICES AND THIS SHOULD BE INCLUDED WITH BID.
- THE SECRETARY OF STATE'S OFFICE MAY CANCEL THE CONTRACT WITH A THIRTY (30) DAY WRITTEN NOTIFICATION WITHOUT PENALTY OF TERMINATION CHARGE TO THE STATE OF LOUISIANA.

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- CONTRACTOR AGREES TO KEEP CONFIDENTIAL ALL INFORMATION AND MATERIAL WHICH WILL COME INTO POSSESSION OR KNOWLEDGE OF CONTRACTOR IN CONNECTION WITH THIS CONTRACT OR THE PERFORMANCE THEREOF, EXCEPTING ONLY SUCH INFORMATION AS IS ALREADY KNOWN TO THE PUBLIC, AND NOT TO RELEASE, USE OR DISCLOSE THE SAME EXCEPT WITH THE WRITTEN PERMISSION OF THE AGENCY.

CORRESPONDENCE:
 THE CONTRACTOR OR HIS DESIGNEE SHALL RESPOND TO ALL INQUIRES, COMPLIANTS AND OTHER WRITTEN CORRESPONDENCE FROM AGENCY PERSONNEL WITHIN A 7-DAY PERIOD. CORRESPONDENCE SHALL BE ON THE CONTRACTOR'S OFFICIAL STATIONERY.

4 EVERY ITEM BID SHOULD HAVE SUFFICIENT INFORMATION ENCLOSED WITH THE BID, IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS. THE ABOVE REQUIREMENTS INCLUDE ITEMS IN WHICH THE BIDDER STATES HE PROPOSES TO FURNISH EXACTLY WHAT IS CALLED FOR IN THE SPECIFICATIONS.

FAILURE TO COMPLY WITH THIS REQUEST MAY ELIMINATE YOUR BID FROM CONSIDERATION.

5 SAMPLE(S) MAY BE REQUIRED. WHEN REQUESTED, SAMPLES MUST BE FURNISHED AT VENDOR'S EXPENSE, AND RECEIVED NOT LATER THAN 10 DAYS AFTER REQUEST. PACKAGES SHOULD BE CLEARLY LABELED WITH THE FILE NUMBER. EACH INDIVIDUAL SAMPLE WITHIN THE PACKAGE MUST BE CLEARLY LABELED WITH BIDDER'S NAME, MANUFACTURER'S BRAND NAME AND NUMBER, FILE NUMBER AND ITEM REFERENCE. SUBMIT ONLY ONE BID PROPOSAL'S SAMPLES PER BOX. SAMPLES OF SUCCESSFUL BIDDER WILL BE RETAINED AT THE PURCHASING OFFICE OR THE USING AGENCY FOR THE PURPOSE OF RECEIVING MERCHANDISE. ANY PART OF MERCHANDISE RECEIVED THAT DOES NOT MEET THE QUALITY STANDARDS AND CONSTRUCTION OF THE SAMPLE WILL BE REJECTED AND RETURNED AT VENDOR'S EXPENSE.

ANY OTHER SAMPLES RECEIVED, IF NOT DESTROYED IN TESTING, MAY BE RETURNED AT THE BIDDER'S EXPENSE. REQUEST FOR RETURN, SHIPPING AUTHORIZATION, AND SUFFICIENT RETURN POSTAGE MUST BE RECEIVED NO LATER THAN 10 DAYS AFTER RECEIPT OF SAMPLES, OR COMMODITIES SHALL BE DISPOSED OF BY THE STATE OF LOUISIANA.

6 COMPENSATION INSURANCE, PUBLIC LIABILITY, AND PROPERTY DAMAGE INSURANCE, AS OUTLINED BELOW, ARE REQUIRED IN THIS BID.

CONTRACTOR'S LIABILITY INSURANCE:

PROOF OF INSURANCE SHOULD BE SUPPLIED WITH THE BID AND WILL BE REQUIRED BEFORE WORK CAN COMMENCE.

INSURANCE COVERAGE SPECIFIED BELOW SHALL BE FURNISHED WITH THE FOLLOWING MINIMUM LIMITS:

COMPENSATION INSURANCE: THE CONTRACTOR AND SUBCONTRACTORS SHALL TAKE AND MAINTAIN DURING THE LIFE OF THE CONTRACT WORKMAN'S COMPENSATION INSURANCE FOR ALL OF THEIR EMPLOYEES EMPLOYED AT THE SITE OF THE

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<p>PROJECT. IN CASE ANY CLASS OF EMPLOYEES ENGAGED IN HAZARDOUS WORK UNDER THE WORKMAN'S COMPENSATION STATUTE, THE CONTRACTOR AND SUBCONTRACTOR SHALL PROVIDE EMPLOYER'S LIABILITY INSURANCE FOR THE PROTECTION OF THEIR EMPLOYEES NOT OTHERWISE PROTECTED.</p> <p>PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE: COMPREHENSIVE PUBLIC GENERAL LIABILITY INSURANCE, INCLUDING BUT NOT LIMITED TO BODILY INJURY, PROPERTY DAMAGE, CONTRACTUAL LIABILITY, PRODUCTS LIABILITY, COMPLETED OPERATIONS AND OWNER'S PROTECTIVE LIABILITY WITH COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE WITH A MINIMUM AGGREGATE OF \$1,000,000.</p> <p>LICENSED AND NON-LICENSED MOTOR VEHICLES: THE CONTRACTOR SHALL TAKE OUT AND MAINTAIN DURING THE LIFE OF THE CONTRACT, AUTOMOBILE PUBLIC LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE FOR BODILY INJURY/PROPERTY DAMAGE. IF ANY NON-LICENSED MOTOR VEHICLES ARE ENGAGED IN OPERATIONS WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO PERFORM THEREUNDER, SUCH INSURANCE SHALL COVER THE USE OF ALL SUCH MOTOR VEHICLES ENGAGED IN OPERATING WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO BE PERFORMED THEREUNDER, UNLESS SUCH COVERAGE IS INCLUDED IN THE INSURANCE SPECIFIED.</p> <p>7 AT THE OPTION OF THE STATE OF LOUISIANA AND ACCEPTANCE BY THE CONTRACTOR, THIS CONTRACT MAY BE EXTENDED FOR TWO ADDITIONAL TWELVE (12) MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. TOTAL CONTRACT TIME MAY NOT EXCEED THIRTY-SIX (36) MONTHS.</p>			

PRICE SHEET		INVITATION TO BID			
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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	_____ _____ UNLESS SPECIFIED ELSEWHERE SHIP TO: SECRETARY OF STATE PURCHASING DEPT 3851 ESSEN LANE BATON ROUGE , LA 70809				
00001	COMMODITY CODE: 200-72-000000 LONG SLEEVE SHIRTS-100% DACRON POLYESTER SHIRT WITH PLAIN WEAVE AND STAIN REPELLANT FINISH, FEATURES SEWN IN MILITARY CREASES ON FRONT AND BACK, PLEATED PATCH POCKETS WITH SCALLOPED FLAPS AND HOOK AND LOOP CLOSURE, SLING BADGE TAB, EPAULETS WITH "X" STITCH, BANDED COLLAR AND PLACKET AND PLACKET FRONT, SLEEVE PLACKET WITH CENTER BUTTON TWO BUTTON WITH ADJUSTABLE CUFF, LINED COLLAR, EPAULETS, FLAPS, PLACKET AND CUFFS, PERMANENT COLLAR STAYS, AND EXTRA BUTTON ON SHIRT TAIL, COLOR: BLUE OR WHITE, ELBECO BRAND, STOCK NUMBER U110 (WHITE); STOCK NUMBER U113 (BLUE). SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	45	EACH	_____	_____
00002	COMMODITY CODE: 200-72-000000 SHORT SLEEVE SHIRTS-100% DACRON POLY-ESTER SHIRT WITH PLAIN WEAVE AND STAIN REPELLANT FINISH, FEATURES SEWN-IN MILITARY CREASES ON FRONT AND BACK, PLEATED PATCH POCKETS WITH SCALLOPED FLAPS AND HOOK AND LOOP CLOSURE, SLING BADGE TAB, EPAULETS WITH "X" STITCH, BANDED COLLAR AND PLACKET AND PLACKET FRONT, SLEEVE PLACKET WITH CENTER BUTTON TWO BUTTON WITH ADJUSTABLE CUFF, LINED COLLAR, EPAULETS, FLAPS, PLACKET AND CUFFS, PERMANENT COLLAR STAYS, AND EXTRA BUTTON ON SHIRT TAIL, COLOR: BLUE OR WHITE, ELBECO BRAND, STOCK NUMBER U1110	55	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2238997 OPEN DATE : 05/12/10 TIME: 10:00 AM T-NUMBER :		BIDDER:			PAGE 9
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00003	WHITE), U1113 (BLUE). SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ COMMODITY CODE: 200-72-000000 PANTS-100% DACRON PLOYESTER UNIFORM PANTS FEATURE QUARTER TOP POCKET STYLING, "REECE" STYLE REAR HIP POCKET, BUTTON AND TAB ON LEFT HIP POCKET, TOP- STITCHED TRIANGULAR BAR TACKS ON REAR HIP POCKETS, "SNUGFEX" (MALE), SHIRRED ELASTIC WASTEBAND (FEMALE), "BAN ROL", FRONT CROTCH LINING, SET-IN BELT LOOPS, FRENCH FLY, PRESSED OPEN SEAMS, DOUBLE NEEDLE SEAT SEAMS, HEAVY DUTY INDUSTRIAL STRENGTH BLACK POCKETING, HEAVY DUTY BRASS ZIPPER, BARTACKS AT ALL POINTS OF STRESS, TOP STITCHED WAISTBAND TO SECURE INSIDE CURTAIN, TWO INCH WAISTBAND (HOLDS 1-3/4" INCH GARRISON BELT), 3/4" WIDE LINED UNIFORM BELTLOOPS, "LIBERTY GUARD" STAIN REPELLANT FINISH, COLOR: DARK NAVY, MALE - LIBERTY STOCK NUMBER 609MNV; FEMALE - LIBERTY STOCK NUMBER 609FNV. SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	55	EACH	_____	_____
00004	COMMODITY CODE: 200-72-000000 BLAZER SPORT COAT - 100% POLYESTER, NEIL ALLYN CAREER APPAREL, EXECUTIVE BRAND, HAS HATCH POCKET AND SIMULATED BRASS BUTTONS, COLOR: DARK NAVY, HARDWICK REGENT STYLE, #14-1 SPECIFY BRAND (& NUMBER IF APPLICABLE)	25	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2238997 OPEN DATE : 05/12/10 TIME: 10:00 AM T-NUMBER :		BIDDER:			PAGE 10
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00005	_____ COMMODITY CODE: 200-72-000000 TIES-MEN'S 100% POLYESTER 18 INCH CLIP, ON UNIFORM, COLOR NAVY, SAMUEL BROOME SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	30	EACH	_____	_____
00006	_____ COMMODITY CODE: 200-72-000000 TIES-WOMEN'S CROSSOVER TIE WITH PEARL SNAP BUTTON, HENRY SEGAL BRAND, ORDER SYMBOL X-O STOCK NUMBER SAMUEL BROOME, COLOR: NAVY X-OVER. SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	20	EACH	_____	_____
00007	_____ COMMODITY CODE: 200-72-000000 BELTS - 1-3/4" GARRISON BELT, U.S. MADE, BOSTON LEATHER COWHIDE, COLOR: BLACK - LOT #6605 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	25	EACH	_____	_____
00008	_____ COMMODITY CODE: 200-72-000000 WINDBREAKER - 100% NYLON OXFORD WITH ACRYLIC BLACK COATING AND DURABLE WATER REPEALLANT FINISH AND FULLY LINED WITH 100% NYLON TAFFETA AND EPAULETS WITH "X" STITCH AND METAL "P" BUTTONS, ZIP OUT	10	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2238997 OPEN DATE : 05/12/10 TIME: 10:00 AM T-NUMBER :		BIDDER:			PAGE 11
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	LINING THAT HAS A 4.4 OUNCE BONDED 100% POLYESTER FIBERFILL AND "DERLRIN" NON FREEZE ZIPPER, COLOR: DARK NAVY, LIBERTY BRAND, ORDER NUMBER 526MNV SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00009	COMMODITY CODE: 200-72-000000 PATCHES - CONTRACTOR IS RESPONSIBLE FOR SEWING ON ALL LOUISIANA SHAPED SHOULDER PATCHES ON ALL SHIRTS, COATS AND OTHER GARMENTS COVERED IN THIS CONTRACT AS PROVIDED BY THE AGENCY. AGENCY WILL PROVIDE THE PATCHES AS REQUIRED. IN ADDITION, CONTRACTOR MAY BE REQUIRED TO REMOVE SEWN ON PATCHES FROM "OLD, DAMAGED OR TURNED IN" UNIFORM COMPONENTS FOR PLACEMENT ON NEWLY PURCHASED ITEMS. SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	200	EACH		
00010	REQUISITION LINE CANCELLED				
00011	REQUISITION LINE CANCELLED				